

**MINUTES OF THE  
REGULAR MEETING  
OF THE  
SOUTH COFFEYVILLE TOWN COUNCIL**

City Hall -- 419 Willow  
South Coffeyville, OK 74072  
September 18, 2017  
6:00 P.M.

1. The meeting was called to order by Mayor Jim Wilhelms.
2. The pledge of allegiance was led by Mayor Jim Wilhelms, and the prayer was led by Wade Lamb.
3. Answering roll call was Vice Mayor Jerome Gnatek, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms. Justin Buckley was absent.
4. Citizen's Comments--Jupe Allen requested an average be determined for his June and July sewer bill. He had a water leak at the time. The council was in agreement.
5. Vice Mayor Jerome Gnatek made the motion to approve the minutes from the September 05, 2017 meeting and purchase orders for the Utility Fund, General Fund, Street & Alley, Fireman's Fund, and Meter Deposits Payable. Loneta Hooper seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
6. There were no items to be removed from the Consent Agenda.
7. David Clanin CPA was not present to address the council in reference to the 2016-2017 Audit.
8. Vice Mayor Jerome Gnatek made the motion to table the discussion and vote to approve 2016-2017 Audit to be presented by David Clanin CPA. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
9. Bill Turner CPA was not present to address the council in reference to the 2017-2018 Budget.
10. Vice Mayor Jerome Gnatek made the motion to table the discussion and vote to approve 2017-2018 Budget to be presented by Bill Turner CPA. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.

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11. Vice Mayor Jerome Gnatek recommended the Town of South Coffeyville's Code of Ordinance be codified before making any changes at this time. The council was in agreement.
12. Vice Mayor Jerome Gnatek made the motion to approve October 21, 2017 or October 28, 2017, depending on the availability of the dumpsters, as the last city wide clean up date for this year. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
13. Vice Mayor Jerome Gnatek made the motion to approve a building permit for Roger Decker at 117 East 7th Street to construct a 12x21' carport. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
14. Kenneth Vest made the motion to approve a variance and building permit for Christopher Kyser at 403 Cherokee Street to construct a 9.5' carport. Loneta Hooper seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
15. Vice Mayor Jerome Gnatek made the motion to approve a building permit for Jessica Swaney at 715 Shawnee Street for a carport. Kenneth Vest seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
16. Kenneth Vest made the motion to table the discussion and vote to lot, block, and add to the town map the newest annexed property into the city limits. Vice Mayor Jerome Gnatek seconded the motion. Yes votes were made Vice Mayor Jerome Gnatek, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
17. Property owner Jupe Allen was present to grant permission for a lift station to be put in for the sewer drop for the newest annexed property into the city limits. The lift station would be put in the alley on his property.
18. Kenneth Vest made the motion to approve the proposal made by Morehead Construction Company, LLC to have the road surface markings put on Willow Street--double stripe from in front of the Woodshed to Road 2.5. Loneta Hooper seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.
19. No new business.
20. **Reports from the Departments:**  
**Report from Jim Wilhelms, Mayor** --No report.  
**Report from Wade Lamb, Chief of Police** -- Reported there would be 8 cars up for auction soon.

**Report from Jim Wilson, Fire Chief** -- Reported they had made a good start on the 911 address update. Also he was getting a quote on a washing machine for their gear. Parts would need to be ordered for a unit as well.

**Report from Robin Lamb, Maintenance Supervisor** --No report.

**Report from Jeri Culbertson, Office Manager** -- No report.

**Report from Mitch Lakey, Emergency Manager** --No report.

**Report from Jerome Gnatek, Floodplain Administrator** -- No report.

**Report from Marty Meason, Town's Attorney**--Absent.

**Report from David Clanin, Town's Auditor**--Absent.

**Report from Bill Turner, Town's CPA for Budget**--Absent

21. Kenneth Vest made the motion to adjourn. Vice Mayor Jerome Gnatek seconded the motion. Yes votes were made by Vice Mayor Jerome Gnatek, Kenneth Vest, Loneta Hooper, and Mayor Jim Wilhelms.

**The meeting concluded at 6:35 P.M.**

City Clerk/Treasurer

A handwritten signature in black ink that reads "Janie Carley". The signature is written in a cursive, flowing style.